



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

May 17, 2021

Brenda Bradbury  
 Northeast Michigan Community Service Agency  
 2375 Gordon Rd  
 Alpena, MI 49707

RE: License #: DC670309467

RE: SI LOG #: **Evert Headstart**  
**515 N. Cedar Street**  
**Evert, MI 49665**

Dear Ms. Bradbury:

This letter is to advise you that the 05/11/2021 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8143(11)	At the time of this inspection, there were 14 children present, but there were only 13 children signed into the attendance record.	Each classroom will designate a staff member responsible for updating the attendance sheet including a back up plan for staff absences. The area manager will sporadically check attendance with in person count during monthly classroom monitoring activities.	05/27/21 and continuously

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (616) 356-0100.

Sincerely,

A handwritten signature in cursive script that reads "Linda Strube".

Linda Strube, Licensing Consultant  
Bureau of Community and Health Systems  
2700 Baker St.  
P.O. Box 4290  
Muskegon Heights, MI 49444  
(231) 215-4608